



COMMONWEALTH OF VIRGINIA
RESEARCH AND COLLECTING PERMIT APPLICATION

Please fill out this form being as specific as possible. Also, include a topographic map of the park(s) or preserve(s) and highlight the area(s) where the proposed activities will occur. Allow approximately thirty (30) days for review and processing.

1. Name of Applicant:	2. Address:	
3. Title:	4. City, State, & Zip Code:	
5. Name of Organization:	6. Telephone Number:	7. Fax Number:
8. Location of Visit:	9. Date(s) of Visit: <div style="display: flex; justify-content: space-between;"> From: To: </div>	
10. Have you been issued a Research and Collecting Permit from this Department in the past? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please write the permit number(s) in this space:		
11. Name(s) of other person(s) requested to attend:		
12. Description of proposed activity (use attachment if necessary):		
13. Number and type(s) of specimen(s) to be collected:		
14. Reason activity proposed for requested location:		
15. Method of collection:		
16. Location where specimen(s) will reside:		
17. Additional comments (use attachment if necessary):		

18. THIS PERMIT IS ISSUED SUBJECT TO THE FOLLOWING STIPULATIONS AND CONDITIONS:

- a. The permittee must notify the Park Manager or Natural Area Preserve Manager concerned prior to undertaking any permitted activity.
- b. All collections will be made in a judicious manner, altering the natural conditions as little as possible, collecting as few specimens as possible.
- c. Two (2) copies of a complete report, giving the types, number, and disposition of all collected material, will be furnished to this office no later than December 31 of the year the permit is in effect. If the collected material will not be identified during the year the permit is in effect, a statement to that effect must be submitted.
- d. In the event that the research leads to publication, this office shall be furnished with three (3) reprints of each article or report.
- e. The issued permit may only be used by the person(s) to whom it is issued and a copy of the permit must be on site during all visits.
- f. The collections shall be used for scientific or educational purposes only, shall be dedicated to the public benefit, and shall not be used for commercial profit.
- g. All collecting must be done away from roads, trails, and developed areas unless such locations are identified in the permit. The collecting shall be conducted in such a manner as not to detract from or cause damage to the environment. Because of the scarcity and/or importance of some specimens, the Department may designate the kind, number, and sizes of what may be collected and any other restrictions necessary for the protection of the resources.
- h. Permittee and subpermittee(s) shall abide by all State Park regulations and agree to exercise privileges granted in this permit subject to the supervision of the Park Manager or Natural Area Preserve Manager concerned.
- i. Permittee and subpermittee(s) shall and hereby do waive and release any and all claims against the Commonwealth of Virginia, Department of Conservation and Recreation, or its employees, for any and all damages, losses, or costs to persons or property arising either directly or indirectly from the use of said premises and/or from the exercise of the privileges granted by this permit.
- j. All collecting shall be done in accordance with federal, state, and local laws. All other applicable permits or consents must accompany this application.
- k. The permittee is responsible for the actions of the subpermittee(s). Failure to adhere to these stipulations and conditions may result in the permit being revoked.

Additional stipulations and conditions may be included on the returned permit.

19. I have read the conditions of the permit stated above and, if the permit is granted, agree to comply with the stipulations and conditions hereto. I also understand that additional stipulations and conditions may be attached to that permit following its review.

Applicant's Signature

Date

20. Send this application and any attachments to the following address:

Anthony Cario
Environmental Program Analyst
Department of Conservation and Recreation
203 Governor Street, Suite 306
Richmond, Virginia 23219-2010

**A GUIDE TO
RESEARCH AND COLLECTING PERMITS
FOR VIRGINIA
STATE PARKS AND NATURAL AREA PRESERVES**



Department of Conservation & Recreation
CONSERVING VIRGINIA'S NATURAL AND RECREATIONAL RESOURCES

07/02/98

**COMMONWEALTH OF VIRGINIA
DEPARTMENT OF CONSERVATION AND RECREATION**

**RESEARCH AND COLLECTING PERMITS FOR STATE PARKS
AND NATURAL AREA PRESERVES**

BACKGROUND: Research and Collecting Permits are issued for requests pertaining to scientific and/or educational research affiliated with an accredited or professionally recognized organization, such as an educational institution or governmental agency, that are proposed to occur on lands owned and managed by the Department of Conservation and Recreation (DCR). Collection is prohibited as stated in Virginia's Administrative Code (VAC) 4 VAC 5-30-50; unless a special permit has been obtained. 4 VAC 5-30-240 states that No person within the confines of any park, shall hunt, pursue, trap, shoot, injure, kill or molest in any way any bird or animal, nor shall any person have any wild bird or animal in his possession within the park, provided, however, that this regulation shall not apply in areas designated for hunting by the Department of Conservation and Recreation. Additionally, 4 VAC 5-30-50 states that No person shall remove, destroy, cut down, scar, mutilate, injure, take or gather in any manner any tree, flower, fern, shrub, rock or plant, historical artifact, or mineral in any Park. Special permits may be obtained for scientific collecting.

Typically, the Department does not require Research and Collecting Permits for non-invasive observation and non-destructive collection of specimens that are not state listed rare, threatened, or endangered species. An example of non-invasive observation would be bird watching. Examples of non-destructive collecting would be beach-combing or collecting sharks teeth provided that the specimens are lying on the surface and no excavation is required for their retrieval, or the collection of wild berries, provided that no damage is caused to the plant itself. Should there be any questions as to the requirements for a proposed activity, please contact the Environmental Program Analyst at the address listed under # 20 on the application or the appropriate site manager.

APPLICATION PROCEDURE: To apply, complete the permit application on the other side of this pamphlet. Be as specific as possible and send it to the address at the bottom of the form. The applicant should display on a topographic map or accurate site map the location of the proposed activity within the State Park or Natural Area Preserve. The application will take approximately 30 days to process. Should the proposed activity require permits or consent from other agencies, such as the Virginia Department of Game and Inland Fisheries, Virginia Department of Historic Resources, or U.S. Army Corps of Engineers, it is the responsibility of the applicant to obtain written approvals or permits. Copies of the other approvals or permits should accompany the DCR permit application. In the event a Research and Collecting Permit request is not approved, a written explanation will be provided to the applicant. Any questions regarding the Research and Collecting Permit should be directed to the specific site manager or to the Environmental Program Analyst at the address listed under # 20 on the application.

PERMIT VIOLATIONS: The conditions and stipulations of the Research and Collecting Permit are listed on the permit application under section # 18. These and any additional conditions will be included on the approved permit. Virginia's Administrative Code (VAC) 4 VAC 5-30-40 states, A permit to do any act shall authorize the same only insofar as it may be performed in strict accordance with the terms and conditions thereof. Any violation by its holders or his/her agents or employees of any term or condition thereof shall constitute grounds for its revocation by the Department, or by its authorized representative, whose action therein shall be final.